

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

---

Small PHA Plan Update  
Annual Plan for Fiscal Year: 2001

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

## PHA Plan Agency Identification

**PHA Name:** Housing Authority of Catlettsburg

**PHA Number:** KY033

**PHA Fiscal Year Beginning: (04/2001)**

### PHA Plan Contact Information:

Name: Rick L. Young

Phone: 606-739-6851

TDD: 1-800-648-6056

Email (if available): hauth@mrmicro.net

### Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:  
(select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ Main administrative office of the local, county or State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

### PHA Programs Administered:

- ☐ Public Housing and Section 8      ☐ Section 8 Only      ☒ Public Housing Only

## Annual PHA Plan Fiscal Year 2001

[24 CFR Part 903.7]

### i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

<b>Annual Plan</b>	<b>Contents</b>	<b><u>Page #</u></b>
1. Summary of Policy or Program Changes	Section 1	
2. Capital Improvement Needs	Section 2	
3. Demolition and Disposition	Section 3	
4. Homeownership: Voucher Homeownership Program	Section 4	
5. Crime and Safety: PHDEP Plan	Section 5	
6. Other Information		
Resident Advisory Board Consultation Process	Section 6	
Statement of Consistency with Consolidated Plan	Section 7	
Criteria for Substantial Deviations and Significant Amendments	Section 8	
Resident Membership on PHA Board or Governing Body	Section 9	
Resident Advisory Board Membership	Section 10	
Certifications	Section 11	
PHA Certifications of Compliance with the PHA Plans And Related Regulations Board Resolution to Accompany the PHA Plan		
Standard Form –LLL – Disclosure of Lobbying Activities		
Form HUD-50071 – Certification of Payments to Influence Federal Transactions		
Form HUD-50070 – Certification for a Drug-Free Workplace		
Supporting Documents – Part I	Section 12	
Attachment A – Supporting Documents Available for Review		
Supporting Documents – Part II	Section 13	
PHAS Score report for FYE 2000		
Exhibit – Community Service Policy		
Pet Policy		

#### Attachments

- ☒ Attachment A : Supporting Documents Available for Review
- ☒ Attachment B : Capital Fund Program Annual Statement
- ☒ Attachment C : Capital Fund Program 5 Year Action Plan
- ☐ Attachment    : Capital Fund Program Replacement Housing Factor Annual Statement
- ☒ Attachment D : Public Housing Drug Elimination Program (PHDEP) Plan
- ☒ Attachment E : Resident Membership on PHA Board or Governing Body
- ☒ Attachment F : Membership of Resident Advisory Board or Boards
- ☒ Attachment G : Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)
- ☐ Other (List below, providing each attachment name)

### ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

#### 1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

The Housing Authority of Catlettsburg has no substantial deviations or changes to the 2000 Agency Plan.

New Policies as required by HUD regulation adopted as part of the 2001 Agency Plan are the **Community Service Policy** and the **Pet Policy**.

#### 2. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. ☒ Yes ☐ No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 221,831.

C. ☒ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

#### D. Capital Fund Program Grant Submissions

##### (1) Capital Fund Program 5-Year Action Plan

The Capital Fund Program 5-Year Action Plan is provided as Attachment C

##### (2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment B

### **3. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to next component ; if “yes”, complete one activity description for each development.)

#### 2. Activity Description

<b>Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for      units <input type="checkbox"/> Public housing for      units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for      units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

**4. Voucher Homeownership Program**

[24 CFR Part 903.7 9 (k)]

- A. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to next component; if “yes”, describe each program using the table below (copy and complete questions for each program identified.)

**B. Capacity of the PHA to Administer a Section 8 Homeownership Program**

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- ☐ Establishing a minimum homeowner downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment comes from the family’s resources
- ☐ Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- ☐ Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

**5. Safety and Crime Prevention: PHDEP Plan**

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- A. ☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- B. What is the amount of the PHA’s estimated or actual (if known) PHDEP grant for the upcoming year? \$ 34,383.00
- C. ☒ Yes ☐ No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.
- D. ☒ Yes ☐ No: The PHDEP Plan is attached at Attachment D .

**6. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board (RAB) Recommendations and PHA Response**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are Attached at Attachment (File name) G

## 3. In what manner did the PHA address those comments? (select all that apply)

- ☒ The PHA changed portions of the PHA Plan in response to comments  
A list of these changes is included  
☐ Yes ☐ No: below or  
☒ Yes ☐ No: at the end of the RAB Comments in Attachment G.
- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment \_\_\_\_.
- ☐ Other: (list below)

**B. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

## 1. Consolidated Plan jurisdiction: (Commonwealth of Kentucky)

## 2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☐ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☐ Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- ☒ Other: (list below)

In accordance with Notice PIH 2000-43 (HA) the Housing Authority of Catlettsburg is not required to provide this certification as part of the Small PHA Plan Update submission.

## 3. PHA Requests for support from the Consolidated Plan Agency

- ☐ Yes ☒ No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

## 4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The consolidated Plan created a support system and network of providers (local, regional, statewide) that established a broad individually-responsive array of support services directly linked to the provision of safe, decent and affordable housing which mirrors the Housing Authority of Catlettsburg's Agency Plan.

## C. Criteria for Substantial Deviation and Significant Amendments

### 1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

#### A. Substantial Deviation from the 5-year Plan:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the current Annual Statement or 5-year Action Plan unless more funds received than original plan reflects) or change in the use of replacement reserve funds under the Capital Fund;
- Additions of new activities not included in the current PHDEP Plan;
- And any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

#### B. Significant Amendment or Modification to the Annual Plan:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan unless more funds received than original plan reflects) or change in the use of replacement reserve funds under the Capital Fund;
- Additions of new activities not included in the current PHDEP Plan;
- And any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

## Attachment A

### Supporting Documents Available for Review

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans



<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
<b>X</b>	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
<b>X</b>	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
<b>X</b>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
<b>X</b>	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers in Public Housing <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	Public housing rent determination policies, including the method for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
<b>X</b>	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
<b>X</b>	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
<b>X</b>	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
<b>X</b>	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
<b>X</b>	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
<b>X</b>	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
<b>X</b>	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
<b>X</b>	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
<b>X</b>	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
<b>X</b>	PHDEP-related documentation: <ul style="list-style-type: none"> <li>· Baseline law enforcement services for public housing developments assisted under the PHDEP plan;</li> <li>· Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15);</li> <li>· Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;</li> <li>· Coordination with other law enforcement efforts;</li> <li>· Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and</li> <li>· All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.</li> </ul>	Annual Plan: Safety and Crime Prevention
<b>X</b>	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy
<b>X</b>	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
<b>X</b>	Other supporting documents (optional) Community Service Policy is applicable and on display	(specify as needed)
<b>X</b>	Pet Policy is applicable and on display	

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> HOUSING AUTHORITY OF CATLETTSBURG		<b>Grant Type and Number</b> Capital Fund Program: KY36P03350201 Capital Fund Program Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2001
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:     )</b>					
<input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	12,785.00			
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	30,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	20,000.00			
10	1460 Dwelling Structures	51,300.00			
11	1465.1 Dwelling Equipment—Nonexpendable	36,000.00			
12	1470 Nondwelling Structures	63,700.00			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	3,545.00			
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency	4,501.00			
20	Amount of Annual Grant: (sum of lines 2-19)	221,831.00			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: HOUSING AUTHORITY OF CATLETTSBURG		Grant Type and Number Capital Fund Program: KY36P03350201 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: )			
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
24	Amount of line 20 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: HOUSING AUTHORITY OF CATLETTSBURG		<b>Grant Type and Number</b> Capital Fund Program #: KY36P03350201 Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-WIDE	Administrative Salary	1410		12,285.00				
	Advertising	1410		1,000.00				
	Architect/Engineer	1430		14,500.00				
	Management Consultant	1430		14,500.00				
	Plans-Specification Reproduction	1430		1,000.00				
KY33-01	Replace sidewalks/handrials	1450	Lump Sum	20,000.00				
KY33-01	Add headers-closet doors	1460	Lump Sum	51,300.00				
KY33-02	Replace Ranges	1465	60	15,000.00				
Ky33-02	Replace refrigerators	1465	60	21,000.00				
KY33-01	Add Maintenance Building	1470	1	50,000.00				
KY33-02	Install Hose Valves	1470	16	4,800.00				
KY33-01	Replace Pressure Regulator on Water Heater	1470	1	2,400.00				
KY33-02	Remove Asbestos (pipes in mechanical room)	1470	Lump Sum	6,500.00				
HA-WIDE	Replacement Reserve	1490		3,545.00				
HA-WIDE	Contingency	1502		4,501.00				







<b>Attachment C</b>
---------------------

## Capital Fund Program 5-Year Action Plan

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

CFP 5-Year Action Plan		
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
KY33-01	Forest Heights	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Enlarge Community Building/Learning Center	50,000.00	2002
Playground Equipment	30,000.00	2002
Additional Parking	26,000.00	2002
Hard wired Smoke Detectors	25,600.00	2003
Add 220 dryer outlet/vent (53)	16,225.00	2003
Add Canopies (front/back) (53)	53,000.00	2003
Add Berm/foundation plants	10,000.00	2005
Replace 50% passage doors (bedroom & Bath)	35,000.00	2005
Add mechanical bathroom vents	13,250.00	2005
<b>Total estimated cost over next 5 years</b>	<b>259,075.00</b>	

## Attachment C

**Capital Fund Program 5-Year Action Plan**

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

<b>CFP 5-Year Action Plan</b>		
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	
KY33-02	Grandview Manor	
<b>Description of Needed Physical Improvements or Management Improvements</b>	<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Seal and Paint Building Exterior	35,000.00	2002
Replace Kitchen Lights (4ft) (93)	7,000.00	2003
Replace Bathroom Lights (2ft) (93)	5,000.00	2003
Paint Emergency Exits (steps and walls)	6,400.00	2004
Replace Drapes (2 each unit) (94)	14,400.00	2004
Replace Passage lock sets (94)	24,000.00	2004
Add Additional Community Space	75,000.00	2005
Purchase Adjacent Land (parking)	40,000.00	2005
<b>Total estimated cost over next 5 years</b>	<b>206,800.00</b>	

## Attachment C

**Capital Fund Program 5-Year Action Plan**

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

<b>CFP 5-Year Action Plan</b>		
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	
	HA-WIDE	
<b>Description of Needed Physical Improvements or Management Improvements</b>	<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Scanner	250.00	2002
Up Grade Computers	20,000.00	2003
Fax Machine	500.00	2004
Laser Printer (Heavy Duty)	1,000.00	2005
Copier	5,000.00	2005
Equipment Tables (3)	1,500.00	2005
Community Room Furniture (new addition)	3,000.00	2005
<b>Total estimated cost over next 5 years</b>	<b>31,250.00</b>	

## Attachment D

## PHA Public Housing Drug Elimination Program Plan

**Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.**

### **Section 1: General Information/History**

**A. Amount of PHDEP Grant \$ 34,400**

**B. Eligibility type (Indicate with an “x”)      N1\_\_\_\_\_ N2\_\_\_\_\_ R X**

**C. FFY in which funding is requested 2001**

### **D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Housing Authority of Catlettsburg will contract with the city police and a private security firm to provide weekend foot security patrols at both its development sites. Drug prevention programs/activities will deter the use of drugs at Forest Heights. Recreational activities and opportunities not otherwise afforded at-risk youth, will serve as an alternative to drug use/abuse.

### **E. Target Areas**

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area. Unit count information should be consistent with that available in PIC.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Forest Heights	53	140
Grandview Manor	97	102

**F. Duration of Program**

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

12 Months   X        18 Months             24 Months       

**G. PHDEP Program History**

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. The Fund Balances should reflect the balance as of Date of Submission of the PHDEP Plan. The Grant Term End Date should include any HUD-approved extensions or waivers. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Grant Start Date	Grant Term End Date
FY 1995						
FY 1996 X	74,500	KY36DEP0330196	-0-	GE	11/26/96	5/25/99
FY 1997 X	50,000	KY36DEP0330197	-0-		12/2/97	12/1/99
FY1998						
FY 1999 X	32,991	KY36DEP0331099	-0-		12/16/99	4/10/2001
FY2000 X	34,383.00	KY36DEP0330100	29,047.34		8/24/2000	8/23/2001

**Section 2: PHDEP Plan Goals and Budget****A. PHDEP Plan Summary**

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The Housing Authority of Catlettsburg, working in partnership with local law enforcement agencies to reduce crime in the housing developments to a level equal to or less than their surrounding neighborhoods. Develop strategies and tactics, in coordination with the Catlettsburg Police to combat crime in and around the

Housing Authority developments. Establish working relationships with local service providers to bring on-site anti drug programs and activities for Forest Height youth.

### B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

<b>FFY 2001 PHDEP Budget Summary</b>	
<b>Original statement</b>	
<b>Revised statement dated:</b>	
<b>Budget Line Item</b>	<b>Total Funding</b>
9110 – Reimbursement of Law Enforcement	14,000.00
9115 - Special Initiative	
9116 - Gun Buyback TA Match	
9120 - Security Personnel	13,500.00
9130 - Employment of Investigators	500.00
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	2,000.00
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	6,854.00
<b>TOTAL PHDEP FUNDING</b>	<b>36,854.00</b>

**C. PHDEP Plan Goals and Activities**

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 – Reimbursement of Law Enforcement					Total PHDEP Funding: \$ 14,000		
Goal(s)	Enhance security fears of residents. Reduce level of crime to that equal or less than surrounding neighborhoods.						
Objectives	Police presence will deter criminal activity.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Provide on-site foot patrols			1/02	1/03	14,000.	N/A	
2.							
3.							

9115 - Special Initiative					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1.							
2.							
3.							

9116 - Gun Buyback TA Match					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9120 - Security Personnel					Total PHDEP Funding: \$ 13,500		
Goal(s)	Enhance the security fears of elderly and disabled at Grandview Manor						
Objectives	Police presence along with security surveillance cameras will deter criminal activity and unwanted visitors.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1. Weekend On-site foot patrols			1/02	1/03	13,500.00		
2.							
3.							



9130 – Employment of Investigators					Total PHDEP Funding: \$ 500.00		
Goal(s) successful evictions							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.Investigations if needed					500.00		
2.							
3.							

9140 – Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$ 2,000.00		
Goal(s)	Reduce the level of Drug Use in Public Housing. Enhance the living standards of PH adults & youth by partnerships with area service providers.						
Objectives	Police presence will serve as a deterrence to crime. On-site programs will provide incentives and opportunities for both adults and youth to achieve in areas of education and employment.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Off-site field trips (youth)	12	Youth	5/02	12/02	1,400.00		
2. Adult Education/Awareness	30	Adults	1/02	1/03	300.00		
3. On-site recreational Activities	35	Youth	1/02	1/03	300.00		

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$ 6,854.00		
Goal(s)	Achieve expected outcomes with good administration and data control.						
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1. Grant Coordinator Sal/Bebefits			1/02	1/03	3,350.00		
2. Van Expenses for resident Programs			1/02	1/03	1,800.00		
3. Misc. (supplies, Internet fees, etc.)			1/02	1/03	1,704.00		

**Required Attachment E : Resident Member on the PHA Governing Board**

1. ☒ Yes ☐ No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: Jackie Rose

B. How was the resident board member selected: (select one)?

- ☐ Elected  
☒ Appointed

C. The term of appointment is (include the date term expires): 01/01/2000 – 12/31/2003

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- ☐ the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis  
☐ the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.  
☐ Other (explain):

B. Date of next term expiration of a governing board member: 12/31/01

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

Mayor of Catlettsburg – Roger Hensley

**Required Attachment F: Membership of the Resident Advisory Board or Boards**

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Jackie Rose – Grandview Manor  
Elaine McClure – Grandview Manor  
Annette Laney – Grandview Manor  
Kimberly Adams – Forest Heights  
Pauletta Jones – Forest Heights

## Required Attachment G : Comments of Resident Advisory Board & Explanation of PHA Response:

\*All comments, with the exception of the last two, were received from Grandview Manor Residents. No questionnaires were returned from residents at Forest Heights. A Forest Heights Advisory Board member presented the last two suggestion at the meeting.

	Resident Idea/Suggestion/Comment	PHA Response
1	Cabinet installed under the new sinks.	While a very good idea as storage is always a problem, other things carry a higher priority at this time.
2	New Elevators	Elevators were completely redone a short time ago. Problems that are encountered now can be corrected with proper reporting and maintenance completed by the company that the HA has a contract with .
3	New light in Bedroom	Not a priority at this time
4	New Tub Fixtures	When the last needs assessment was done prior to the preparation of the 5 Year Plan, the Architect said that the fixtures we had were better than what we could purchase. The PHA would consider new shower heads.
5	Carpet the hallways and apartment interiors	Too costly for PHA to consider due to maintenance and cleanliness could be a health hazard due to untimely accidents of residents and Pets.
6	Install ceiling fans in all apts.	PHA just went to the expense of installing all new AC units. Will put on dream list for future.
7	Add More Parking space	The PHA has money budgeted for the purchase of land to provide additional parking. Available property is limited and HA offers have been refused thus far.
8	Place a sign in the yard to caution residents with pets not to use the grass as their bathroom.	PHA agrees with residents but does not feel that signs will help. Neighborhood pets also come onto HA property. However, residents with pets are responsible for cleaning up after their pets. This will be strictly enforced.
9	Have Crafts and exercise after lunch	The PHA already has regular classes monthly for crafts and twice weekly for exercise.
10	Install a rail on the wall in the exercise room.	Very good suggestion. This will be added to

<b>Resident Idea/Suggestion</b>	<b>PHA Response</b>
11 Rack in the exercise room	the budget as soon as feasibly possible. Tenant not explicit in what they want. PHA will take under advisement when additional information is received.
12 Tone down the fire alarm and notify residents over the PA system when the alarm is clear.	Loudness of the alarm is directed by fire codes. The PHA will try to comply with notifying residents when the warning is all clear.
13 As smoking is allowed in the community room and not in the hallways/offices and other common areas, doors should be kept shut and smoking rules obeyed.	PHA agrees and will inform residents using these areas to obey the smoking rules.
14 Provide ventilation in the bathroom	Good idea, will make provision in fFY2005 budget after other higher priority items are completed.
15. Smoke detectors on ground level floors. Carbon Monoxide detectors and a place to Vent dryers.	Hard wired smoke detectors and dryer vents already addressed in FY2003 budget.

**PUBLIC MEETING  
COMMENTS  
PHA RESPONSE**

Mr. Young, Executive Director, called the meeting to order by welcoming everyone and thanking them for their attendance. He first introduced the Board of Commissioners to all those present and then introduced Mary Stumler, the PHA's Modernization Consultant who prepared the Update Plan. Ms. Stumler began by briefly explaining the 5 Year Agency Plan and its process of Updating that plan yearly. She went over the Capital Funds Action Plan and explained that process. She also stated that the FY 2001 update included two new policies that the HA had to adopt to be in compliance with the Quality Housing and Work Responsibility Act of 1998. There were the Community Service Policy and Pet Policy. Ms. Stumler took each policy and went over both in length giving a time for questions and comments after each policy explanation. Find below the questions and the PHA's response to those questions:

**Question**

**1. Charlott Dixon of Grandview Manor  
as about pets not being taken outside**

**PHA Response**

**This is a Management problem  
to make sure the lease is enforced.**



## Public Meeting Questions/comments Continued

### Question

1. Boone Cole of Grandview Manor ask “then You can’t have pets”
2. Pauletta Jones from Forest Heights ask about Damages done by the pet. Would you loose your Pet deposit if you had to get rid of the pet.
3. Sherry Conley from Forest Heights ask “if She got a fish, would she have to come into the Office and register it.”
4. Charlott Dixon stated that she was under 62 But drew SSI “did she have to do community Service work.
5. Sherry Copley stated that both she and her Husband were full time students. Did they Have to perform community service work during Summer break.
6. Ethell Forest, an elderly Grandview Manor Resident who regularly volunteers in the kitchen As if she could still work.
7. Phyllis Baer helps out in exercise class Is that CS volunteering?
8. Dennis Sorrell ask if he had to find his Places to do CS volunteering or did the HA Do that for them.

### PHA Response

- You can have pets but you must obey the rules of the Pet Policy.
- No. You would get your pet deposit back but you are still Responsible for the cost of any damages done by your pet.
- Before purchasing a pet, come into office and get a copy of the Pet Policy. Find Out what you need to know Before you buy.
- No. She is exempt by regulation but she can if she Would like to.
- No. But you can if you wish.
- A very emphatic Yes you can!
- Yes
- Regulations state that it is the responsibility of the Resident but the HA will Help and advise if needed. A list of ideas and examples Were given to residents.